

THE BOARD OF EDUCATION OF SALT LAKE CITY SCHOOL DISTRICT

Board Business Meeting  
and Closed Executive Session

May 6, 2014

The Board of Education of Salt Lake City School District met in a Board Business Meeting and Closed Executive Session at 5:35 p.m. on Tuesday, May 6, 2014, in the Board Room of the Administration Building, 440 East 100 South, Salt Lake City, Utah.

ROLL CALL

Members Present: President Kristi Swett, Vice President Heather Bennett, J. Michael Clára, Rosemary Emery, Dr. Douglas Nelson, Tiffany Sandberg, and Laurel H. Young.

Members Excused: Lavenita Vaitai, Student Member.

Also Present: Superintendent McKell Withers; Janet Roberts, Business Administrator; Patrick Garcia, Associate Superintendent School Support; Craig Ruesch, Interim Executive Director Human Resources; Kristina Kindl, Director of Policy and Legal Services; Alan Kearsley, Director of Finance; Kenneth Grover, Director, Career and Technology Education and Secondary School Support; Julie Atwood, Director of Educational Technology/Library Media/Elementary School Support; Laurie Lacy, Director Title One and Middle School Support; Shauna Olson, Elementary School Support; Sue Parker, Elementary School Support; Joann Price, ELP Supervisor and Elementary School Support; Michael Williams, Director of Development and External Relations; Rosanne Henderson, Fine Arts Supervisor; Principals Peggy Paterson, Lincoln Elementary School, Chelsea Malouf, Uintah Elementary School, and Jane Berntson, Hillside Middle School; Assistant Principals Monty Eyink, Hillside Middle School and Sandra Buendia, East High School, also representing the Salt Lake Association of School Administrators; John Robson, board legal counsel from Fabian, Attorneys at Law; Susan McFarland, President, Salt Lake Teachers Association; Janet Clark, representing the Child Nutrition Employees Association; Monica Strong, Region 4 PTA Director; Jason Olsen, Public Information Officer; Lisa Schencker, *Salt Lake Tribune*; Weston Clark and Suzanne Hawker, School Board Candidates for Precinct #6; Tina Hatch, Business Administration Office; and others in the audience.

In accordance with the agenda prepared for the Board Business Meeting of May 6, 2014, five motions were made. Items are reported as listed in the agenda and not necessarily in the order they were considered.

The meeting was called to order by President Swett, who presided.

1. CLOSED EXECUTIVE SESSION

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At 5:35 p.m. a motion was made, after which members excused the audience and remained in the board room:

\*(1) That the board meet in Closed Executive Session to consider litigation, negotiations, personnel, property, and security items.

\*\*(Young and Sandberg)

Present for Closed Session were Kristi Swett, Heather Bennett, J. Michael Clára, Rosemary Emery, Dr. Douglas Nelson, Tiffany Sandberg, Laurel H. Young, McKell Withers, Janet Roberts, Patrick Garcia, Kristina Kindl, and John Robson, board legal counsel from Fabian Attorneys at Law.

VOTE RECORD	AYE	NAY	ABSENT
BENNETT	X		
CLÁRA	1, 2, 5	3, 4	
EMERY	X		
NELSON	X		
SWETT	X		
SANDBERG	X		
YOUNG	X		
A Absent	Ab Abstention	F Failed	
N "No" Vote	NA No Action	T Tabled	
W Withdrawn	*Unanimous Approval		
**Members Making Motion			

Board members adjourned from the Closed Executive Session at 6:50 p.m. and returned to the Board Business Meeting at 6:55 p.m.

## 2. BOARD BUSINESS MEETING

- President Swett welcomed everyone in the audience. She recognized the presence of Susan McFarland, President, Salt Lake Teachers Association; Sandra Buendia, representing the Salt Lake Association of School Administrators; Janet Clark, representing the Child Nutrition Employees Association; and Monica Strong, Region 4 PTA Director.
- Dayna Evans, Hillside Middle School parent, led the audience in reciting the Pledge of Allegiance to the Flag.
- Board Member Young read the Salt Lake City School District Employees and Volunteer Appreciation Month Proclamation, and thanked the employees and volunteers of the district for all they do for the students. A copy of the Proclamation has been included in the official minutes.
- Vice President Bennett recognized Rosanne Henderson, the Fine Arts Supervisor, for receiving the Sorenson Legacy Foundation's Lifetime Achievement Award. She noted some of Ms. Henderson's achievements and thanked her for the work she has done for the district. Ms. Henderson thanked the district and the board for their support of the arts.
- Board Member Sandberg recognized Patricia Wade, Jackson Elementary School music teacher, for receiving a Sorenson Legacy Foundation Award. She thanked Ms. Wade for her many years of teaching the students at Jackson to play the violin, and for everything she has done for the students. Ms. Wade thanked the district and the board for their support of the arts, and said the arts help students become well-rounded citizens.
- President Swett congratulated the Highland High School Drama Team for placing first at the 4A State Drama Competition. Advisor Chad Taylor said Highland students competed in pantomime,

musical theater, humorous monologues, dramatic monologues, contemporary scenes, and classical scenes. He said the majority of the students competed in their first place One Act, one hour play. He said 32 students received Straight Superiors, Devin Sheridan placed third with a classical scene, and Zoe Smoot placed first with a humorous monologue. Mr. Taylor thanked the board for the recognition of the students' achievements. President Swett thanked the students and their parents for their dedication.

#### A. CONSENT AGENDA

\*(2) Approval was given to four of the five items, including the seven policies, included in the Consent Agenda. These items are listed below. The Human Resources Department Report, Item #A2, was moved to the Action Agenda.

\*\* (Young and Nelson)

1. The Purchasing/Accounting Report, included a breakdown of items costing over and under \$50,000, increases to existing purchase orders, a payment voucher report that includes travel and professional expenditures, a Budget Report for March 2014, and the School's Financial Reports for elementary, middle and high schools, and Student Body Activities for East, Highland, and West High Schools for the nine months ended March 31, 2014.
2. The Human Resources Department Report, included new contract employment for one employee, and changes for five, was moved to the Action Agenda.
3. Minutes of the Board Business Meeting held April 1, 2014.
4. 2014-2015 Overnight and Extended Trips or Activities
5. Board Policies:
  - a. Policy G-4, Bloodborne Pathogens Exposure Control
  - b. Policy G-9, Outdoor Air Quality
  - c. Policy G-20, Bullying, Cyber-bullying, Hazing and Harassment
  - d. Policy I-14, Student Planning, Comprehensive Counseling and Guidance, and Work-Based Learning
  - e. Policy P-2, Americans with Disabilities Act
  - f. Policy P-4, Discipline of District Employees
  - g. Policy S-6, Concussions and Traumatic Head Injuries

#### B. REQUESTS TO SPEAK

1. George Chapman, addressed the board regarding organizing meetings at schools in the district in accordance with Senate Bill 56 (SB56). He requested school facilities in the district be opened for community group meetings. He said he feels this would enhance the attitude of community members toward education, and noted some topics he feels would be beneficial to discuss at community meetings.
2. Jessica Guynn, a Uintah Elementary School parent, addressed the board regarding smaller class size. She said she is concerned about class sizes in the upper grades of her children's school, and hears negative reports about oversized classrooms and stressed teachers. She said she believes

large class sizes prevent teachers from having positive relationships with students, and impacts student success in the classroom. She asked the board to give the students the most nurturing environment possible and help them achieve their potential by acting to reduce class sizes in the district to 25 by the year 2015.

3. Megan Duval, a fifth-grade student at Highland Park Elementary School, addressed the board regarding smaller class size. She said the noise of large classrooms is overwhelming to some students, making it difficult to concentrate on their work. She said she feels smaller classes would allow students to be more productive, make the students happier, and allow teachers to give students the attention they need. She said she thinks teachers would also benefit from lower class sizes. She asked the board to lower class sizes.

President Swett distributed a letter from Monica Strong, Region 4 PTA President, supporting lower class sizes. The letter has been added to the official minutes.

### C. REPORTS

1. Highlights from School Improvement Plans:
  - a. Hillside Middle School. Hillside Principal Jane Berntson, thanked the board for the opportunity to provide them with information about Hillside Middle School. She introduced Assistant Principal Monty Eyink, Alise Olandi, PTA President, and Dayna Evans, Family Involvement Coordinator. She said Hillside has a veteran staff, teachers are working to improve their skills through professional development, and she noted the achievements of several outstanding teachers. She said teachers have approved Professional Learning Communities (PLC) for the 2014-15 school year, faculty meetings will be restructured to include collaboration, and assistance will be provided to teachers who need it. She thanked the board and the district for the School Support Team, and said through the challenges of this school year she has felt more support than ever. She discussed the Hillside Middle School Highlight Report, and said the school is reviewing the data to identify student needs and make changes throughout the next school year. She answered questions from board members about the Student Assessment of Growth and Excellence (SAGE) testing, stating one of the biggest concerns for Hillside is providing time for make-up testing. A copy of the Hillside Middle School Highlight Report has been added to the official minutes.

Mr. Eyink discussed the demographics of the school. He reported 50% of Hillside students enroll in AP and IB courses in high school. He said Hillside students have the highest proficiency in language arts in the district, and noted high levels of growth in several areas. He said African-American students have struggled, and staff members are trying to identify ways to help. He told the board the faculty and staff are working to make Hillside a more open and inviting school.

Ms. Olandi said school rules are fair and appropriate, and she would encourage parents to do research before exercising school choice options that would take them out of Hillside. Ms. Evans thanked the administration and staff of the school and said she has seen improvements in the school. She noted her concern about parent involvement in a two-year school, but said the administration has done a great job involving the community.

On behalf of the board, President Swett thanked Ms. Berntson and her staff, and said they are doing great things at Hillside. Superintendent Withers said 50% turnover of the student body each year provides unique challenges, but Hillside has done a great job of creating a sense of community.

D. DISCUSSION AGENDA

1. Budget Development. Janet Roberts distributed a handout titled "2014-15 General Fund and Tax Rates". She discussed the fund types, and gave a breakdown of General Fund spending, noting 88% of the General Fund is used for salaries and benefits for district employees. She explained increases in assessed valuation, a lower rate of debt service, and a change in the basic rate will lower the tax rate for the 2014-15 year. She said the board could choose to maintain the current tax rate. She said maintaining the current rate would provide an additional \$6.8 million in on-going funding that could be used for a variety of expenses, e.g., capital projects, increases for employees, additional teachers, full-day kindergarten, or other items. She discussed each of the "Ongoing Budget Items" and "One-Time Budget Items" on the 2014-15 Budget Development sheet included in the handout, and answered questions from board members concerning how additional monies could be spent. If the board chooses to maintain the tax rate at the same level, they would be required to hold a Truth in Taxation Hearing in August.

Ms. Roberts also distributed a handout titled "2014-15 Annual Budget Executive Summary", which is a draft of a portion of the 2014-15 Annual Budget book. She said by law the district must provide a draft copy of the budget book to the public, and noted her office will post it before the May 20, 2014 Board Study Session. She asked the board for direction regarding the tax rate, so information in the budget book will be complete and accurate. After their discussion, the consensus of the board was to include the additional \$6.8 million in the budget. She said the budget hearing would be held on June 3, 2014, and notification to taxpayers would occur in July. The budget development handouts and a letter regarding budget priorities from Mr. Clára have been included in the official minutes.

2. 2014-2015 School Improvement and LAND Trust Plans. Shauna Olson, Sue Parker, Joann Price, Laurie Lacy, and Julie Atwood presented the board with a list of School Improvement Plans (SIP) and LAND Trust Plans for review, as well as instructions for accessing the plans. Ms. Olson explained changes to the School Improvement Process, including a needs assessment survey filled out at each school. She said the goals for the SIP were developed using the needs identified in the survey. She said during the process, schools were asked to identify critical performance challenges, the root causes of the issues, and to set goals to address the issues, including identifying staff members who would be responsible for the actions items. She said schools have also been asked to provide measurable evidence of their progress.

Ms. Lacy said the process was slightly different for Middle Schools. Administrators from all the middle schools looked at the needs for all 7<sup>th</sup> and 8<sup>th</sup> grade students, aligning resources, and setting goals to address the needs. Dr. Garcia said high schools used the same template, and considered accreditation and other factors in setting their goals. Ms. Olson said School Community Councils were included in the process, and will become part of a more collaborative process.

Board members asked questions about behavioral programs and goals, as well as the impact of interim testing for SAGE. They thanked the School Support team for all their hard work and for the help they provide the schools.

#### E. ACTION AGENDA

##### 1. Re-Appointment of the Superintendent and the Business Administrator.

<sup>N</sup>(3) A motion was made that the Board re-appoint Superintendent McKell Withers and Business Administrator Janet Roberts for a term of two years, from July 1, 2014 through June 30, 2016.

Approval was given to the motion on a vote of 6 to 1, with Mr. Clára voting "No".

<sup>\*\*</sup>(Nelson and Young)

Prior to voting on the motion, Mr. Clára distributed a letter outlining the reasons for his "no" vote. A copy of Mr. Clára's letter and the Employment Contracts have been included in the official minutes.

##### 2. Item transferred from the Consent Agenda.

Human Resources Department Report. Board Member Clára distributed a letter regarding his reason for requesting the Human Resource Department Report be moved to the Action Agenda. A copy of the letter has been included in the official minutes.

<sup>N</sup>(4) A motion was made to approve the Human Resources Department Report. Approval was given to the motion on a vote of 6-1, with Mr. Clára voting "no".

(Young and Sandberg)

Prior to voting on the motion, Mr. Clára explained his concern that policy was not followed in the selection of a new principal at Northwest Middle School. Dr. Garcia distributed the following documents to the board: a description of open administrative positions including school principals involved with the University of Virginia Partners for Leadership Initiative, and proposed changes to the Salt Lake Association of School Administrators Agreement.

#### F. SUPERINTENDENT'S REPORT

##### 1. Miscellaneous Updates:

Food Service Management Policy and Administrative Procedures. Superintendent Withers distributed a draft of Board Policy G-6: Child Nutrition Food Service Management, as well as a copy of the Administrative Procedures. He said Ms. Kindl made changes to Policy G-6 without opening the Wellness Policy. The board agreed to include Board Policy G-6 on the Consent Agenda of the June 3, 2014 Board Business Meeting, in order to put the policy in place before the 2014-15 school year.

Child Nutrition Department Review: Superintendent Withers said the Child Nutrition Department received a stellar review from the State Office of Education. He distributed the letter from the USOE. A copy of the letter has been included in the official minutes. Superintendent Withers further updated the board that in order to comply with Federal regulations and meet the current ratio of revenue to cost for non-program foods, the price for an adult meal and second meal would need

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to be increased 25 cents next year. The price for an adult meal and second meal will change from \$3.00 to \$3.25 next year.

New Laws and State Rules. Superintendent Withers said he will address this topic at the next board meeting.

2. Other Superintendent Reports. Vice President Bennett thanked Ms. Kindl for all her help and work on the Board Policies.

G. ADJOURNMENT

Following a motion by Ms. Young, seconded by Ms. Sandberg, the meeting was adjourned at 9:19 p.m.

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Janet M. Roberts  
Business Administrator

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